

Invitation for Bid (IFB)

Procurement of Sanitary Workers Safety Kits

The Centre for Peace and Development Initiatives (CPDI) is an independent, non-partisan and a not-for-profit civil society organization working on issues of peace and development in Pakistan. It is registered under section 42 of the Companies Ordinance, 1984 (XLVII of 1984) (later substituted with Companies Act 2017). It was established in September 2003.

On behalf of Centre for Peace and Development Initiatives (CPDI) Pakistan, Sealed tenders are invited from the registered firms/suppliers,

IFB No:	CPDI/01-2022
IFB Description:	Procurement of Sanitary Workers Safety Kits Quantity: 300 (each kit consists of 10 items as mentioned below)
IFB issued By:	Centre For Peace and Development Initiatives (CPDI)
Advertisement date:	20 th March 2022
Last date for submission:	6 th April 2022

PART-I

INSTRUCTIONS TO BIDDERS

Introduction

General: The Purchaser invites Sealed Bids for the supply of Sanitary Worker's Kits either to the Lachi, Matta, Haripur, Mandi Bahu din, Toba Tek Singh, Khanewal and Sheikhpura. The details of distribution of kits will be mentioned in Contract/Purchase Order or to the Local Govt. Training Institutions located at Peshawar and Lalamusa.

Eligible Bidders:

- Seller has not provided and will not provide material support or resources to any individual or organization that it knows, or has reason to know, is an individual or organization that advocates, plans, sponsors, engages in, or has engaged in an act of terrorism.
- The bidder is not blacklisted by any government or semi government organization.

Cost of Bid:

The Bidder shall bear all costs associated with the preparation and submission of the Bid and CPDI will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the solicitation.

Specifications of Sanitary Worker's Kits:

Bidders should provide the following:

1) Heavy Duty Gloves

- Usage/application: for sanitary workers
- Material: rubber, natural rubber gloves
- Weight: approx. 550gm
- Colour: yellow
- Length: sleeve length till elbow
- Waterproof: yes
- durable and long sleeves

2) Rain Coat

Size: (Standard)

- Material: made of water proof parachute with strong durability
- Pattern: plain

- Jacket closure type: zipper
- Collar type: hooded
- Pockets: large pockets on the left and right side, the flaps are velcro bonded, large-capacity storage, waterproof, and worry-free light weight & water proof
- Color: dark blue with wide reflective yellow or orange strips
- Printing: the word “TMA” to be printed in big size on the back in white colour.

3) Gas respiratory mask

- NP-305 or equivalent HEPA (High-Efficiency Particulate Air)
- Silicon full face mask

4) Safety Harness

Design:

- Safety harness with big hook
- One dorsal attachment D-ring for fall arrest.
- Adjustable chest straps
- Sit strap.

Webbing:

- Made up of elastic webbing for more comfort & impact resistant
- Material: Polyester
- Width: 44+/- 1 mm
- Breaking strength: 23 kn

Stitching thread:

Material: High tenacity polyester

Metal components:

- Material: aluminum
- Plating: black anodized
- Finish : matt

5) Wader

- Size: (Standard)
- Waterproof chest waders
- Nylon PVC boot foot
- wader for fishing, hunting, sanitary workers

6) Gum Boots

- Size: (41,42,43,44,45)
- Colour: black
- Water proof

7) Safety Helmet with Light

- ISI marked safety helmet complying with IS 2925 – 1984.
- Along with detachable clip mounted rechargeable LED head lamp,
- Six point plastic suspension with adjustable ratchet for size adjustment
- Colour: yellow
- Weight: 400 grams (approx.)

8) Safety glasses or goggles

- For safety against viruses and chemicals
- Adjustable elastic strap
- Material: Transparent in colour, sturdy polycarbonate lens
- PVC shroud that gently hugs the face and is indirect vented to allow cooling air flow and help prevent fogging.
- It should be scratch resistant, antistatic and resistant to most of chemicals.

9) N-95 (9312) Mask with Filter (without replaceable filters)

- 3M, Good Quality and Durable Filter

10) PPE Printed Kit Packs

- 5 Ply corrugated box with sticker printing

Price/Payment:

- a) Price should be quoted in Pak Rupees, including all taxes.
- b) All prices must include all taxes, transportation, loading and unloading charges, compulsory payments, levies and duties, including Sales Tax (if applicable).
- c) Payment will also be made in Pak Rupees after deduction of taxes (if applicable) within specified time mentioned in contract/purchase order,

Company Profile and eligibility of bidder:

The Quotation package should comprise of following documents:

- Cover Letter
- The profile of the firm/ Company
- NTN certificate
- Good track-record and references from previous clients
- Financial Proposal
- Declaration from supplier mentioned on last page of this document (PART VII)

Contract: Fixed price contract.

- Issuance of this solicitation does not constitute an award commitment on the part of CPDI or does it commit to pay for any costs incurred in the preparation or submission of a quotation,
- **Fulfilling the requirement of this IFB document section PART III, IV and V is mandatory.**

Financial Quotation:

The Offeror should provide a financial budget in accordance to the quotation; The detailed budget should be made in Pakistani Rupees, inclusive of all applicable taxes and duties. **Prices must be valid for at least 90 calendar days from the last date of submission of Quotation.**

The Offeror are requested to submit a quotation directly responsive to the terms, conditions, specifications, and clauses of this invitation for bid (IFB). Quotation not conforming to this IFB may be categorized as unacceptable, thereby eliminating them from further consideration.

The Offeror are required to submit call deposit in shape of Pay order or Demand draft which should be 2% of the total offered price (refundable). The call deposit should be in name of CPDI. The Quotation without original call deposits will not be considered. Please also note that call deposit should be valid for at least bid validity period.

PART-II

SPECIAL TERM AND CONDITION

Delivery Option 1:

- **Delivery** of sanitary workers kit will be made to above mentioned districts/tehsils. CPDI will organize training of sanitary workers on above mentioned districts/tehsils and handover these kits to sanitary workers. Dates of trainings will be communicated to selected vendor later after finalization.

(Detail address will be conveying at the time of signing contract).

Sample: Selected Vendor will provide a sample of these 10 items to CPDI (as specifications mentioned above and approved by tender committee). CPDI will match each item of kit with sample at selected district/tehsil for matching of each item as per sample.

Delivery Option 2:

- 150 sanitary worker kits may be delivered to Local Government School Peshawar (Hayatabad) and 150 sanitary worker kits may be delivered to Punjab Local Government Academy Lalamusa GT Road Kharian.

SO WE NEED TWO SEPARATE QUOTATIONS WITH DELIVERY OPTION 1 FOR QUOTATION 1 & DELIVERY OPTION 2 FOR QUOTATION 2 ARE REQUIRED.

- **Liquidated Damages (LDs):** as liquidated damages, a sum equivalent to 1 percent of the delivered price of the delayed goods for each week of delay until actual delivery, up to a maximum deduction of 10 percent of the delayed goods Purchase Order price. Once the maximum is reached, the purchaser may consider termination of the Purchase Order.
- CPDI reserves the right to amend this Invitation for Bids (IFB) upon written notice to bidders and/or through advertisement in newspapers or on official CPDI website.
- CPDI have the right to reject all or any bid, without assigning any reason.
- The suppliers must quote only one option for each item with its price and detailed specs as per requirement.
- Award committee reserves the right to increase or decrease the quantity, if required.
- The proposed contract is expected to be awarded tentatively in month of April/May 2022, after the solicitation and award process is completed by the Award Committee. Please note that all procurement and delivery process is expected to be completed within minimum possible time.
- Supplier must not be engaging in any corrupt, fraudulent, collusive or coercive practices including but not limited to applying/bidding by multiple names/companies. If any bidder is found to be involved in such practices his/her bid may be rejected.
- The bidding will be conducted through competitive process,
- An agreement will be signed with successful bidder(s) for timely supply of appropriate quality items and method of payment.
- Bids shall be valid for a period of 90 days after the deadline of bid submission.
- Bids received after the deadline of the submission will be rejected,
- The bids must be properly sealed with company stamp.
- Unsealed bids or bids received through emails will be simply rejected.



- For questions/clarification, you can contact with us at procurement@cpdi-pakistan.org by 5PM on 28th Of March 2022. Responses to the questions and clarification will be posted on the CPDI website after 48 working hours for the benefit of all potential bidders.
- Sealed Bids must be delivered to the below mentioned office address on or before **15:00 Hours on 6th of April 2022**. Late bids shall be rejected.

Contact Person: Procurement Unit

Name of Office: Centre for Peace and Development Initiatives (CPDI)

1-A, Service Road East, National Police Foundation, E-11/3, Islamabad.

Telephone: 051-8312794-95

E-Mail: procurement@cpdi-pakistan.org

PART-III

TECHNICAL INFORMATION:

S#	Item & Description	Quantity	Unit	Unit Rate	Rate Including GST , Taxes
1	<p>Heavy Duty Gloves Usage/application: for sanitary workers</p> <ul style="list-style-type: none"> • Material: rubber, natural rubber gloves • Weight: approx. 550gm • Colour: yellow • Length: sleeve length till elbow • Waterproof: yes • durable and long sleeves 	300	Number		
2	<p>Rain Coat Size: (Standard)</p> <ul style="list-style-type: none"> • Material: made of water proof parachute with strong durability • Pattern: plain • Jacket closure type: zipper • Collar type: hooded • Pockets: large pockets on the left and right side, the flaps are velcro bonded, large-capacity storage, waterproof, and worry-free light weight & water proof • Color: dark blue with wide reflective yellow or orange strips • Printing: the word “TMA” to be printed in big size on the back in white colour. 	300	Number		
3	<p>Gas respiratory mask</p> <ul style="list-style-type: none"> • NP-305 or equivalent HEPA (High-Efficiency Particulate Air) • Silicon full face mask 	300	Number		

4	<p>Safety Harness</p> <p>Design:</p> <ul style="list-style-type: none"> • Safety harness with big hook • One dorsal attachment D-ring for fall arrest. • Adjustable chest straps • Sit strap. <p>Webbing:</p> <ul style="list-style-type: none"> • Made up of elastic webbing for more comfort & impact resistant • Material: Polyester • Width: 44+/- 1 mm • Breaking strength: 23 kn <p>Stitching thread: Material: High tenacity polyester</p> <p>Metal components:</p> <ul style="list-style-type: none"> • Material: aluminum • Plating: black anodized • Finish : matt 	300	Number		
5	<p>Wader</p> <ul style="list-style-type: none"> • Shoe Size: (Standard) • Waterproof chest waders • Nylon PVC boot foot • wader for fishing, hunting, sanitary workers 	300	Number		
6	<p>Gum Boots</p> <ul style="list-style-type: none"> • Size: (41,42,43,44,45) (60 each from above mentioned sizes) • Colour: black • Water proof 	300	Number		
7	<p>Safety Helmet with Light</p> <ul style="list-style-type: none"> • ISI marked safety helmet complying with IS 2925 – 1984. • Along with detachable clip mounted rechargeable LED head lamp, • Six point plastic suspension with adjustable ratchet for size adjustment 	300	Number		

	<ul style="list-style-type: none"> • Colour: yellow • Weight: 400 grams (approx.) 				
8	<p>Safety glasses or goggles</p> <ul style="list-style-type: none"> • For safety against viruses and chemicals • Adjustable elastic strap • Material: Transparent in colour, sturdy polycarbonate lens • PVC shroud that gently hugs the face and is indirect vented to allow cooling air flow and help prevent fogging. • It should be scratch resistant, antistatic and resistant to most of chemicals. 	300	Number		
9	<p>N-95 (9312) Mask with Filter (without replaceable filters)</p> <ul style="list-style-type: none"> • 3M, Good Quality and Durable Filter 	300	Number		
10	<p>PPE Printed Kit Packs</p> <ul style="list-style-type: none"> • 5 Ply corrugated box with sticker printing 	300	Number		

Note 1: The delivery of goods is responsibility of supplier for option 1 & 2 as mentioned above. The supplier is required to provide delivery charges separately as withholding tax charges on supplies is different.

Note:2 CPDI will have the right to modify or amend the specs during the negotiation process, if so required in view of any additional information that becomes available about the required products.

PART-IV

Evaluation Criteria for PPE Kits

#	Selection Criteria	Maximum Score
1	Criteria	
1.1	Delivery Schedule	10
1.2	Relevant work/references of previous work	10
1.3	Technical evaluation/Quality of PPE Kits	30
2	Financial Criteria	
2.1	Financial (Price): All prices must be quoted in PKR, inclusive of all applicable taxes and duties. Prices must be valid for 60 days from the last date of submission for proposal.	50
Total Maximum Score		100

Key Points in evaluation of Quotation:

- To assist in the evaluation of quotation, the Award Committee may, at its discretion, ask any applicant for a clarification of its quotation which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing. If applicant does not provide clarifications of the information requested by the date and time set in CPDI request for clarification, its quotation may be rejected,
- CPDI shall use all the factors, methods and criteria defined in the evaluation criteria to evaluate the bids of the Bidders and any specialist contractors. CPDI reserves the right to waive minor deviations in the evaluation criteria if they do not materially affect the capability of a Bidder to perform the contract.



PART-V

DECLARATION ON PART OF THE BIDDER

We, M/s. _____ hereby affirm and declare that we have read all the contents of this Bid Document and the same are fully acceptable to us. We have adhered to the Bid document while framing our Bid.

Signature of bidder _____

Name of Signatory _____

Designation: _____

Seal: _____